

10.02.2019

ADOPTED

TOWN OF RIVERHEAD

Resolution 2019-739

**AWARDS BID FOR UPDATE OF THE TOWN OF RIVERHEAD COMPREHENSIVE
MASTER PLAN AND AUTHORIZES EXPENDITURE OF COMMUNITY BENEFIT
FUNDS**

Councilwoman Kent offered the following resolution,
which was seconded by Councilman Wooten

WHEREAS, the Town of Riverhead, by Resolution #463 adopted on June 4, 2019, authorized the Town Clerk to publish and post a Notice to Bidders seeking proposals from qualified professional planning consultants experienced with municipal comprehensive plan development for preparation of an update of the Comprehensive Master Plan for the Town; and

WHEREAS, pursuant to the terms of the Request for Proposals, each proposal must comply with the instructions in the Notice to Bidders and required that all proposals be submitted on or before 11:00 am on July 18, 2019; and

WHEREAS, the Town received two (2) responses to the Request for Proposals regarding the Update of the Town of Riverhead Comprehensive Master Plan which were opened and read aloud on July 18, 2019 at 11:00 am in the Office of the Town Clerk, 200 Howell Avenue, Riverhead, New York; and

WHEREAS, a review committee, consisting of a representative from the Office of the Supervisor, Office of Town Attorney, Town Building & Planning Department, Community Development Agency, together with Councilwoman Kent and Councilman Wooten, did review and evaluate the two proposals; and

WHEREAS, after serious consideration and evaluation, the review committee recommends that the Town deem AKRF Environmental, Planning and Engineering Consultants the most responsible bidder and award the RFP regarding Update of the Comprehensive Master Plan to AKRF Environmental, Planning and Engineering Consultants; and

WHEREAS, by Resolution # 397-2019 adopted on May 22, 2019, the Town Board did authorize and approve a Community Benefits Agreement between Riverhead Solar I and the Town; and

WHEREAS, pursuant to the terms of the Community Benefits Agreement, the Town will administer the funds for the purposes set forth in the Community Benefits Agreement; and

WHEREAS, pursuant to the terms of the Community Benefits Agreement, the Town Board, by resolution, shall identify the fund(s) and describe the purpose or goal of the expenditure, and support same by appropriate report, documentation, contracts and

other agreements for payment, receipts and other similar documentation, as applicable and appropriate, prior to disbursement of monies; and

WHEREAS, the Town seeks to accept the recommendation of the review committee for the Update of the Comprehensive Master Plan and award to AKRF Environmental, Planning and Engineering Consultants and utilize a portion of Community Benefit Funds from the Promotion and Protection of Agriculture and Open Space Initiative in the amount of \$200,000.00 and Protection and Promotion/Improvement of the Environment Initiative in the amount of \$200,000.00 to fund the Update of the Comprehensive Master Plan; and

WHEREAS, the Town of Riverhead Promotion and Protection of Agriculture and Open Space Initiative total expenditure plan is \$300,000.00 and requires that the expenditure of funds achieve or be in furtherance of one or more of the following goals: preservation of farmland, open space, undeveloped beach lands or shorelines; establishment of nature preserves; preservation of public access to lands for public use, including stream rights and waterways; undertaking any of the aforementioned in furtherance of the establishment of a greenbelt or blue-ways trail. In addition to the above, the money in this fund may be used for all purposes set forth New York State Town Law 64-e; Town Code Chapters 201 and 221; Town of Riverhead Preservation Plan; and to study (including retaining experts) or implement land use/zoning strategies, policies, procedures, techniques to protect agriculture, open space and other resources identified above; and

WHEREAS, the Town of Riverhead Protection and Promotion/Improvement of the Environment Initiative total expenditure plan is \$300,000.00 and requires that the expenditure of funds achieve or be in furtherance of one or more of the following goals: protection, preservation and enhancement of the functional integrity of the Peconic River, Long Island Sound and Pine Barrens ecosystem; significant ecologic, hydrogeologic; and all such other significant natural resources existing within the Town. In addition, the money in this fund may be used to study (including retaining experts) or implement policies, procedures, techniques to reduce or eliminate pollution and/or despoil of Town watercourses, tidal wetlands, freshwater wetlands, watershed lands, and other natural resources; and

WHEREAS, the goal and objective of the update to the 2003 Comprehensive Plan is to assist the Town in addressing and anticipating changes in economy, patterns of economic growth, natural, scenic, or agricultural resources, while preserving the historical architectural significance of the community, continued efforts to foster tourism, agricultural, and arts and culture...Comprehensive Plan amendment is intended to inventory existing natural features and the man-made environment together with an analysis of those alternative land use scenarios and growth management techniques designed to optimally meet town-wide planning goals as established and identified by the Town Board, Planning Board and Planning Department...the land use concerns which confront the Town are multifaceted, which include but are not limited to, revitalization of Downtown, commercial development and reuse of former sites along Route 58, the future location of commercial and industrial facilities, the location and expansion of public and private utilities and infrastructure, the general location of recreational facilities, the management of town-wide and regional transportation elements, the creation of a regional employment opportunities within the Town, the preservation of agricultural lands and support of the agricultural industry, preservation of open space and the preservation of groundwater quality, the management of population

growth, and the general protection and enhancement of coastal and river resources, all of the above clearly encompassing the goals of the Promotion and Protection of Agriculture and Open Space Initiative and Protection and Promotion/Improvement of the Environment Initiative .

NOW THEREFORE BE IT RESOLVED, that the proposal for Update to the Town of Riverhead Comprehensive Master Plan for the Town of Riverhead Downtown Business District is hereby awarded to AKRF Environmental, Planning and Engineering Consultants, and the Town Attorney shall prepare a professional services agreement between the Town and AKRF Environmental, Planning and Engineering Consultants reflecting all scope of services identified under the proposal for an amount not to exceed \$675,000.00; and be it further

RESOLVED, that the Supervisor is authorized to execute a professional services agreement, as approved by the Town Attorney, with AKRF Environmental, Planning and Engineering Consultants; and be it further

RESOLVED, that the Financial Administrator is authorized to disburse funds from the Community Benefit Fund from the Promotion and Protection of Agriculture and Open Space Initiative in the amount of \$200,000.00 and Protection and Promotion/Improvement of the Environment Initiative in the amount of \$200,000.00 related to Update of the Comprehensive Master Plan; and be it further

RESOLVED, that the Financial Administrator is authorized to disburse funds from the Trust and Agency Fund established from the payment by Riverhead Solar Farm, LLC in the amount of \$275,000.00; and be it further

RESOLVED, that the Town Clerk be and is hereby authorized directed to forward a copy of this resolution to AKRF, 1695 Church Street, Unit 3, Holbrook, NY 11741 and be it further

RESOLVED, that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

THE VOTE

RESULT:	ADOPTED [4 TO 1]
MOVER:	Catherine Kent, Councilwoman
SECONDER:	James Wooten, Councilman
AYES:	Laura Jens-Smith, James Wooten, Tim Hubbard, Catherine Kent
NAYS:	Jodi Giglio